

**MINUTES**  
**CHARLOTTE COUNTY BOARD OF ZONING APPEALS**  
**Thursday, April 12, 2012 – 9 a.m. – BCS Large Conf. Room**  
**Charlotte County Administration Center**  
**18400 Murdock Circle**  
**Port Charlotte, FL 33948-1094**

(These minutes are not official until they have been approved by the Charlotte County Board of Zoning Appeals)

**Members Present**

Tom Thornberry, *Chairman*  
Michael Brown, *Vice-Chairman*  
Katherine Ariens, *Secretary*  
Bill Truex  
Blair McVety

**Staff Present**

Derek Rooney, *Assistant County Attorney*  
Shaun Cullinan, *Zoning Official*  
Ken Quillen, *AICP, Planner III*  
Diane Clim, *Recorder*

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**I. Call to Order**

*Chairman Thornberry* called the April 12, 2012 meeting of the Board of Zoning Appeals to order at 9:00 a.m.

**II. Pledge of Allegiance**

*Chairman Thornberry* led the members and the audience in reciting the Pledge of Allegiance.

**III. Roll Call**

Roll call was taken; a quorum was present.

**IV. Swearing In of Those Giving Testimony**

*Diane Clim* swore in all persons who wished to provide testimony.

**V. Approval of Minutes**

**ACTION:** A motion was presented by Mr. Brown and seconded by Mr. Truex to approve the minutes of the March 14, 2012 meeting of the Board of Zoning Appeals, motion passed with a unanimous vote.

**VI. Disclosure Statements**

Ex-parte forms indicating site visits concerning the petitions being presented before the April 12, 2012 Board of Zoning Appeals meeting were submitted.

**VII. Introduction of Staff/Comments**

*Chairman Thornberry* introduced staff. *Shaun Cullinan*, *Zoning Official*, *Attorney Derek Rooney*, and *Chairman Thornberry* made introductory remarks regarding the types of requests that the Board of Zoning Appeals would be reviewing and the standards which must be met, the notification process and how the Board of Zoning Appeals makes its decision.

*Chairman Thornberry* said he is abstaining from participating on this petition. He said Mr. Brown, Vice-Chairman will be running the hearing.

**VIII. New Business**

***The following petitions were advertised on March 28, 2012: SE-12-006***

**Petition #SE-12-006**

Leroy and Cynthia McKinley are requesting a special exception to allow a "guest house" in a Residential Single Family-3.5 (RSF-3.5) zoning district. The property address is 4940 Riverside Drive, Punta Gorda, and is described as Lots 2 and 3 of Block 4, of Cleveland Subdivision, LESS AND EXCEPT, the Northeasterly 100 feet of Lots 2 and 3 of said Block 4, together with that portion of Front Street lying adjacent thereto as vacated in Official Record Book 38, Page 226, of Public Records of Charlotte County, all located in Section 34, Township 40 South, Range 23 East.

Ken Quillen presented general information and staff findings for the petition.

**Applicant Presentation**

**Joe Celico, agent/contractor for the applicant**, said he was sworn in. Mr. Celico handed out the building elevations and floor plans for the guest house. He said he agrees with the staff report will answer any questions.

***Vice-Chairman Brown opened the meeting to Public Hearing.***

**Public Input**

No one spoke for or against this request.

***There being no further requests to speak for or against the petition, Mr. Truex moved to close the public hearing, seconded by Mr. McVety. The public hearing was closed with a unanimous vote.***

Ken Quillen presented the analysis, conclusion and recommended conditions for the petition.

**Board Member Comments and Questions**

None

**ACTION:** A motion was presented by Bill Truex and seconded by Blair McVety that Petition SE-12-006 be APPROVED based on the Community Development Staff Report dated April 3, 2012, the evidence and testimony presented at the hearing and finding that the applicant HAS MET the required criteria for the granting of the Special Exception with 2 conditions.

***Motion was approved with a unanimous vote with the following two conditions:***

1. This special exception as approved by the Board of Zoning Appeals is to allow a guest house as that term is defined in the Zoning Code.
2. The Site Plans submitted with this application are for illustrative purposes only. All permitting procedures and codes are applicable to the construction and operation of the guest house as an accessory use to the existing single-family residence.

IX. Public Comments - None

X. Staff Comments -

Ken Quillen said there are two petitions for the next hearing.

XI. Member Comments - None

XII. Next Meeting

The next meeting of the Board of Zoning Appeals is scheduled for **Wednesday, May 9, 2012, at 9:00 a.m., in Room 119.**

There being no further business, the meeting **ADJOURNED** at 9:15 a.m.

Respectfully submitted,

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Diane Clim, Recorder  
/dlc

  
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Tom Thornberry, Chairman/Board of Zoning Appeals

Approval Date: 5-10-12